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ST. CHARLES PARISH


DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS

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TO: V.J. St. Pierre Jr., PARISH PRESIDENT

FROM: Scott P. Whelchel, DIRECTOR 
**DEPARTMENT OF HOMELAND SECURITY
& EMERGENCY PREPAREDNESS**

SUBJECT: 2011 ANNUAL REPORT

The Department of Emergency Preparedness continued to progress in 2011. After setting lofty achievement goals at the conclusion of 2010, we were able to meet and even exceed some of those in 2011. The focus areas for our goals were training and planning while elevating our level of response. Mitigation projects also were a priority for us, and this continues to progress and be available to our community.

Annually we make available, through our office, various response-focused training courses. This past year several agencies and individuals took advantage of these opportunities. Examples of the courses that were taken are various National Incident Management System (NIMS) related instruction, hazardous materials response, and emergency management. EOC staff and fulltime personnel participated in professional workgroups and conferences such as the National Hurricane Conference, the National Radiological Emergency Preparedness Conference and the Louisiana Emergency Preparedness Association Workshop. Bringing our integrated parish-wide staff together for realistic training events is one of the most beneficial methods to prepare us for responding to incidents. In 2011 we participated in and passed a nationally evaluated Waterford 3 Drill For Score, planned and executed a first-ever Terrorism Prevention Exercise Program tabletop exercise, attended EOC/Incident Management Team Interface Training, Homeland Security Exercise & Evaluation Program development course, and many other courses.

Individual professional development is an ongoing initiative. Employees were cross-trained in Hazmat Technician Courses and worked with our St. Charles Sheriff's Office 911 Center to learn their new CAD dispatch system. We also participated in a Mass

Dispensing Course at Texas A&M, Explosive Entry Training with the St. Charles Sheriff's Office and the Full Scale Active Shooter Drill in coordination with the St. Charles School Board. For the first time ever we worked hand in hand with the US Army's Special Operations Command in a training program for their soldiers. The Department of Emergency Preparedness is proud of our training and experience gained over the past year and look forward to learning more in the years to come.

Planning is a constant in our department. In 2011 we instituted a new Annual Plan system in which we set goals for ourselves and work throughout the year to achieve them. I'm proud to say that the goals we set were both far-reaching and realistic, and we've achieved them. Throughout 2011 we referenced and adhered to our plan, setting a precedent that has evolved into individual annual plans and an office plan for 2012.

Mitigation projects continued as planned in 2011. Our office began correspondence with every Repetitive Loss and Severe Repetitive Loss Property in St. Charles Parish. We were able to question each homeowner as to their interest in mitigating their property and for those interested we were able to begin the process of securing funding for their elevations. Also, we have finalized our plans and have completed all necessary steps in order to build a new Emergency Operations Center for St. Charles Parish. This past year we were able to finalize our plans for construction, audio visual, furnishings, and communications. We are also very excited about partnering with the Port of South Louisiana in applying for Federal Grant Funds to construct a new communications tower adjacent to the new EOC. This project will continue throughout the next year and we hope to see a completion in early 2013.

The Department of Emergency Preparedness strives to provide a necessary service for the people of St. Charles Parish. We also work to maintain a level of proficiency that exceeds the nationwide minimum standard for EOC operations.